

S E C R E T

29 July 1981

MEMORANDUM FOR: Executive Committee Members

FROM : Robert M. Gates
Director, DCI/DDCI Executive Staff

SUBJECT : Minutes of the Executive Committee Meeting, 24 July 1981

1. [] the CIA Information Handling System Architect (IHSA) briefed the Executive Committee members on 24 July 1981 on the progress and status of the IHSA. The meeting was chaired by Admiral Inman; others present were John Stein (DDO); James Taylor (ADDS&T); Harry Fitzwater (DDA); Maurice Lipton (Comptroller); Evan Hineman (DD/NFAC); Robert Gates (D/OPP); [] (C/IMS/DDO), and [] (PS/OPP). []

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2. [] reviewed the progress that IHSA has made in reviewing and coordinating Agency information handling system development and the development of an Agency information handling architect and cited the need for an agreed statement of IHSA authorities. He described the positioning of his office in the DDA as appropriate and beneficial. []

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3. Mr. Taylor asked which information handling systems are to be included in the Agency's architecture. Admiral Inman stated that [] would not be a part of the Agency's architecture but that CIA-managed information handling activities -- such as one in NPIC -- would be. Mr. Taylor said that he would like to see this defined in further detail. []

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4. Mr. Stein observed that user needs are insufficiently emphasized in the IHSA's proposed charter and procedures and that they do not specify whether and how such needs should drive the information handling process. Mr. Hineman said that determination of information handling systems requirements should be the responsibility of line managers and that the degree of IHSA tasking of line components called for in the proposed procedures is undesirable. He also stated that the IHSA's mission and functions should contain greater emphasis on long-range planning. Noting that the process leading to establishment of the IHSA function had begun in April 1979, Mr. Lipton commented that progress toward implementation of the function has been slow. Mr. Fitzwater noted that progress has been impeded by lack of agreement on IHSA authorities and by staffing problems. EXCOM members agreed to provide more people to increase the pace of IHSA activities. []

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5. Admiral Inman decided:

- a. To keep IHSA in the DDA, for the time being. The question of IHSA positioning will be re-addressed in six months.
- b. To revise paragraphs 3 and 8 of IHSA's mission and functions statement, changing IHSA's role in Agency information systems handling architecture to coordination on Agency systems and to recommendations on systems design. The revised statement is at Attachment 1.
- c. To approve the proposed IHSA procedures for development of an Agency IHS strategic plan (Appendix B of EXCOM 81-9032) and to require that the initial plan be prepared in one year rather than two. The IHSA was asked to determine and advise what personnel are required to meet this deadline. The Deputy Directors had previously agreed to make manpower available to accelerate the schedule.
- d. To approve the "Policy and Procedures for Management for Information Systems" (Attachment 2). This revised paragraphs 3, 5, 5b, and 5f of Appendix C of EXCOM 81-9032.
- e. To set aside the proposed Headquarters Regulation on IHSA (Appendix D of EXCOM 81-9032), its function being served by the IHSA Mission and Functions statement at Attachment 1. ☐

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6. Admiral Inman complimented the work accomplished thus far by the IHSA and re-affirmed his support for the role of the Architect. ☐

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Robert M. Gates

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Attachments:
as stated